



# 2022-2023

# Ferris High School

# Student/Parent

# Handbook

*Joel E. Ferris High School*  
*3020 East 37th Avenue*  
*Spokane, Washington 99223*

Phone: (509) 354-6000

Fax: (509) 354-6161

[www.ferrishs.org](http://www.ferrishs.org)

Office Hours: 7:00 a.m. – 3:00 p.m.

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**Pesticides and Herbicides:** The school district normally sprays pesticides and herbicides twice during the school year at Ferris. In accordance with legislation passed in 1992, our school is required to send out a 48 hour pre-notification each time these spray applications take place. These notifications are usually added to our school's weekly or monthly bulletins or can be placed on our school's reader board. The areas sprayed are clearly marked with yellow posting flags placed at all entry areas near where the spray applications were done. All adults in charge of supervising students in these areas, such as coaches and teachers, are given prior notice in order to modify practice schedules and lesson plans.

**Asbestos Notification:** Ferris High School DOES NOT contain asbestos building materials. Regulations require Spokane Schools to provide an asbestos management plan to all staff, students, and community members. The plan is in the custodian's office. If you have any questions, please call the Spokane Public Schools Asbestos Management Planner at (509) 354-7171.

Dear Ferris Community,

**Greetings everyone and welcome to Ferris High School and the 2022-2023 school year!** Ferris High School is a remarkable community of smart, caring, and excellent people. We are not perfect but together we all make Ferris a great place to learn and to grow. We are committed to serving you and your student to ensure they have the opportunity to pursue their dreams.

Ferris is truly an amazing community of people committed to belonging, growth, creativity, problem solving, hard work, and excellence. You can see this in our students, staff, PTG, and the one-of-a-kind Ham on Regal. We encourage everyone to get involved where your passion and talents lead you. With all this in mind we will pursue excellence together. Excellence in building a community, character, extra curriculars, and academics.

Communication is important to us, so please be aware that we will continue to update our website throughout the year. We are always available if you need additional help. If you have questions or concerns, please do not hesitate to contact us. I wish you all the best. Go Saxons!

Sincerely,



John O'Dell  
Principal

## Mission and Vision for the 2022-2023 School Year

At Ferris High School our mission has long been Every Student, Every Classroom, Every Day. With this vision as our guide, we are committed to providing a safe, inclusive, and accepting environment for ALL students. As a learning community, we pledge to serve each student and family, and to apply principles of equity in every aspect of the work that we do. Promoting equity is simply a core value at Ferris High School and it is our responsibility to ensure that staff, students, and families feel welcome and connected. As a school, we will provide rich and rigorous academic offerings and activities, but we will also focus on social-emotional learning, wellness, and the holistic needs of all members of our school community.

The mission of Spokane Public Schools is to provide Excellence for Everyone, yet we recognize that there will continually be opportunities to improve in our efforts to meet this goal. At Ferris, we will continue taking steps to ensure anti-racism and anti-discrimination are values that are built into the policies and practices of our school. Our staff will continue our participation in anti-racism and cultural responsiveness training and will apply these values in our interactions with each other, our students, and our community. We embrace a common calling and the need to increase student empowerment, belonging, value, and hope for the future.

Ferris is family, and we look forward to a new and exciting school year!

### Academics

#### Grading, Progress Reports & Report Cards

Grading is scheduled at the end of each quarter, with final grades to be recorded at the semester.

1. Report cards are issued at the end of each quarter.
2. Only semester grades are used to compute a cumulative grade point average.
3. Letter grades are used to designate pupil's progress.

A progress report is issued to each student during mid-quarter, approximately four weeks into the quarter. Ordinarily these reports will give a general approximation of progress and not an exact grade. Letter grades are used to designate a pupil's progress. Parents should contact teachers directly or through e-mail as achievement concerns arise.

The grading scale adopted by the school board can be found below:

Percentage	Letter Grade	Grade Point
93 – 100	A	4.0
90 – 92	A-	3.7
87 – 89	B+	3.3
83 – 86	B	3.0
80 – 82	B-	2.7
77 – 79	C+	2.3
73 – 76	C	2.0
70 – 72	C-	1.7
67 – 69	D+	1.3
60 – 66	D	1.0
Below 60	F	0

## Weighted Grade Class Rank Information

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Weighted grading will be used to determine class rank only and will not affect a student's official cumulative Grade Point Average (GPA) as outlined by WAC 392-415-540. Class rank is not part of the Washington State official transcript and is a local decision. Many colleges, universities, and scholarship programs, however, ask for class rank on their applications. Spokane Public School employees providing class rank to outside organizations will use the weighted class rank.

Spokane Public Schools will use quality points so that the rank will reflect the rigor of classes taken. AP: 1 quality point, Honors: .5 quality point.

Advanced course options: The Board of Directors recommends that students, families, and counselors work together to make decisions about which advanced course to take. The goal is an appropriately balanced schedule that takes into account individual student interests and strengths.

## Distinguished Scholar Graduates

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For years, Ferris High School recognized valedictorians – students with a 4.0 GPA. With the implementation of weighted grades, a student has the potential to earn a GPA higher than 4.0. As a result, we have shifted to the Latin Honors System (Summa Cum Laude, etc.). SPS has adopted the following scale: 4.3 GPA for Summa Cum Laude, 4.1 GPA for Magna Cum Laude, and 3.8 GPA for Cum Laude. These designations honor approximately the top 3%, 5% and 12% of our senior class for each category.

## Graduation Requirements

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To have a College and Career Ready Transcript, Ferris strongly recommends that you exceed the minimum required courses and take classes that will help you to prepare for your post-high school experience. See the chart below for the required courses and our recommended courses.

Requirement	Expected Course Plan	Required Credits Class of 2020, 2019, 2018, 2017	Required Credits Class of 2021 and Beyond
Math	4.0	3.0	3.0
English	4.0	4.0	4.0
Social Studies	3.0	3.0	3.0
Science	4.0	3.0	3.0
Career & Technical	1.0	1.0	1.0
Fitness	1.5	1.5	1.5
Health	0.5	0.5	0.5
Fine Arts (One Credit can be a Personalized Pathway Course)	2.0	1.0	2.0
World Language~ OR Two Personalized Pathway Courses	2.0	0.0	2.0
Electives	2.0	5.0	4.0
<b>TOTAL MINIMUM</b>	24.0	<b>22.0</b>	24.0

## Additional Requirements

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In addition to the credit requirements, students must complete the following: 1) A High School and Beyond Plan 2) Pass all required State Testing (for further information see the Testing Information below) or satisfy one of the state's Graduation Pathway Options.

**Note:** Ferris High School expects all students to enroll in six (6) classes every semester and take four (4) years of high school math and science. For additional information please check with your counselor.

## Withdrawal From Class

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- A student may DROP and/or ADD a class (if available) during the first two weeks of a semester.
- A student may DROP a class after the end of the second week to the end of the sixth week with a “W” on the transcript (with written permission from parent) provided they will still be enrolled in six (6) classes.
- A student may DROP a class after the end of the sixth week of the semester with an F on the transcript (with parent permission and involvement) provided they will still be enrolled in six (6) classes.
- Extenuating circumstances will be dealt with on an individual basis.

## Academic Interventions

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As part of a Multi-Tiered System of Supports (MTSS), Ferris High School offers several academic interventions to support students as they progress through high school. The opportunities we provide are designed to meet the needs of all students (Tier 1 experiences) and specific groups of students (Tier 2 and Tier 3 interventions) according to each student’s needs. Please contact your counselor for more information on available academic interventions.

## Credit Deficiency

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To be on track for graduation, students should have completed the following credits:

- Entering 10<sup>th</sup> grade should have a minimum of 6.0 credits.
- Entering 11<sup>th</sup> grade should have a minimum of 12.0 credits.
- Entering 12<sup>th</sup> grade should have a minimum of 18.0 credits.

Ferris High School and Spokane Public Schools offer a variety of credit retrieval options. Please see your counselor for more information.

## Testing Information (State and College Admission)

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- SBAC:** Smarter Balanced Assessment Consortium measures each student’s achievement compared to the Common Core State Standards (CCSS).
- PSAT:** All freshman, sophomores and juniors will sit for the Preliminary SAT. Dates TBD.
- SAT I:** Required by many four-year colleges and universities. Ferris recommends that this test be taken in the spring of the junior year. See [www.collegeboard.com](http://www.collegeboard.com) for information on costs and deadlines.
- SAT II:** Required by many four-year colleges and universities. Ferris recommends that this test be taken in the spring of the junior year. See [www.collegeboard.com](http://www.collegeboard.com) for information on costs and deadlines.
- ACT:** Required by some four-year colleges and universities for 11<sup>th</sup> and 12<sup>th</sup> grade students. See [www.act.org](http://www.act.org) for information.
- AP (Advanced Placement):** Ferris High School offers a number of Advanced Placement courses. Students can earn college credit by demonstrating proficiency on AP Exams.
- COMPASS:** Taken by 11<sup>th</sup> and 12<sup>th</sup> grade students, required for Running Start admission to Spokane Community and Spokane Falls Community Colleges. Contact SCC/SFCC for information.

## Attendance

**Attendance Hotline:** Last name A-K (509) 354-6060 Last name L-Z (509) 354-6158

When leaving a message, please leave the following information:

1. Please spell the first and last name of the student.
2. State your name and relationship to the student.
3. Leave your daytime phone number for verification.
4. Give a brief reason for the absence.

## Attendance Policy

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Under the Washington State Compulsory Attendance Law, it is the primary responsibility of parents and guardians to ensure that their students attend school regularly. This applies to virtual learning as well. (RCW 28A.225)

Unless previously excused, the absent student's parent or guardian should call the 24-hour Attendance Hotline:

Last name A-K     **(509) 354-6060**

Last name L-Z     **(509) 354-6158**

If there is an unexcused absence, the computer phone system will attempt to call the home in the evening to leave a message. Student absences must be cleared by a parent/guardian note or call within two (2) school days after the absence, or the absence will remain unexcused and considered a truancy.

Truancy can result in numerous interventions, including phone calls/emails, parent meetings, home visits, Attendance Intervention Plans (AIPs), and progressive discipline.

### **Becca Bill – Mandatory Attendance Law (Ch 312, Laws of 1995)**

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“Upon a child's seventh unexcused absence in a month, or upon a tenth unexcused absence in a year, the school district shall file a truancy petition in juvenile court (Sec. 68). If the school district fails to file such a petition, the parent may file the petition (Sec. 68). No court filing fees are required for these petitions.

The act sets forth the contents of the petition (Sec. 69). Among other things, the court may schedule a hearing and require attendance of the child and parents at the hearing (Sec. 69 (4)). The court shall grant the petition and enter an order assuming jurisdiction for the remainder of the school year if the allegations in the petition are established by a preponderance of the evidence (Sec. 69 (6)).

Superior court commissioners, family law commissioners, and juvenile court judges have jurisdiction to hear these truancy petitions (Sec. 71-Effective Sept. 1, 1995). In addition to assessing fines, placing children into detention, and other current options, the act authorizes courts to also order the parent to provide community service at the child's school instead of imposing a fine (Sec. 74). Half of the fines shall go to the school district, and 50% shall be given to the county (Sec. 75).”

### **Pre-arranged Absences**

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Before planning an extended absence (three days or more) of a student, parents should consider the following:

- Students need to attend as many classes as possible to receive the best grade attainable, so it is reasonable to expect that an extended absence could severely affect the student's grade.
- Teachers cannot be required to pre-teach work which would be missed or accept make-up work after a date established before leaving.
- Teachers cannot always be expected to provide multiple assignments in advance. However, if an occasion arises where an extended absence is unavoidable:
  - Please contact your teachers directly to arrange for work prior to a prearranged absence.

### **Tardies**

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Being tardy to class not only impacts the student's educational experience but also disrupts the educational process for others. Being on time to class is a Ferris expectation and a real-world skill. Students who are tardy to class are still required to go to class.

Ferris has adopted a school-wide tardy policy:

- 1<sup>st</sup>-5<sup>th</sup> tardy to an individual class: The classroom teacher will talk with the student, offer strategies to be on time, call home.
- 6<sup>th</sup> + tardy to an individual class: Teacher will refer the student to Student Services administration for intervention and/or progressive discipline. A meeting with the student and family may be scheduled and an Attendance Intervention Plan (AIP) may be put in-place.

### **Hall Passes**

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Students must have a pass to be in the hall during class. That pass must have been recently issued by a staff member. Unsupervised students are not allowed in the hallways during class and may be subject to school-wide intervention efforts, including being placed in our Intervention program, meeting with an administrator, and/or progressive discipline.

## Early Dismissals

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A student who needs to leave school during the school day must obtain an early dismissal slip from the Student Office before leaving the building. A parent must call or send a note in the morning to excuse the student. **STUDENTS MUST CHECK OUT THROUGH THE ATTENDANCE OFFICE. FAILURE TO DO SO WILL BE CONSIDERED A TRUANCY AND WILL NOT BE CLEARED.**

## Truancies

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Students arriving to class more than ten minutes after the final bell (without a teacher/office pass) will be considered truant and will be referred to our Intervention Program. Arriving to class less than ten minutes late will be considered tardy. The Home Calling System will call each night to notify parents of absences. A Behavioral Intervention Letter will be mailed home to notify parents of five unexcused days. The school will notify parents and file a petition with the BECCA Law Court when a student has met the BECCA criteria for unexcused absences. Students that are truant may be subject to school-wide intervention efforts, including progressive discipline.

## Forgery

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Students involved with forging notes or passes, or using the phone system to excuse their own absences will be subject to progressive discipline and will be placed on the "no note" list. Any subsequent absences will need to be verified by the parent.

## Homework Requests

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Homework requests should be made if a student is absent for a minimum of 3 consecutive days. To make this request, please call or email teachers directly for homework, or call (509)354-6116. Late assignments will be accepted by teachers unless the absence is unexcused or the teacher has previously established a deadline for the assignment or project. No make-up work will be allowed for unexcused absences.

## Safety

**You are a valuable member of the Ferris community. You deserve a school environment that is safe, inclusive for everyone, and free from discrimination, violence bullying, harassment, and intimidation. We are committed to supporting you.**

If you, someone you know, or someone you see is in need, please reach out to us.

Ferris Counseling Office: 354-6049

24-hr Regional Crisis Line (local suicide prevention hotline): Just dial **988** or call 1-877-266-1818

ANY Emergency Room in our area will also welcome young people in crisis.

**IN THE CASE OF EMERGENCY- Call 911**

## Safety Tip Line

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Spokane students and community members are now able to make anonymous calls regarding their safety concerns, thanks to Safety Tip Line. The phone number is **(509) 354-SAFE (354-7233)**.

The tip line will improve safety efforts by encouraging students to talk about what they know/have heard about classmates threatening violence or other illegal activities. Students can choose to leave a phone number for a follow-up call. Reports will be followed up by Student Support Services, and, when necessary, by Spokane Public Schools Security.

The tip line is monitored during regular business work hours, Monday through Friday, 8 a.m. to 5 p.m. All calls are confidential. In addition to the Safety Tip Line, there are phones in every classroom as another safety prevention step. This allows students and teachers quicker access to emergency services, as well as making it easier for parents to leave messages for teachers who can return calls on breaks.

## Fire Drills and Crisis Drills

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These are necessary and required by law.

1. The fire drill signal requires everyone in the building to move to designated evacuation areas without exception.
2. Students are expected to take fire drills seriously and follow directions at all times.
3. Instructions for exiting are posted in each room.
4. Students should exit and move away from the building.
5. The all clear signal will sound to allow students to return to class.

In the event of a Crisis Drill, an intercom announcement will signal a situation or drill. Please follow the specific instructions given at this time. If no specific instructions are given, students need to go to the nearest room and stay away from doors/windows. The all-clear signal will be given over the intercom.

## Life Threatening Health Conditions

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Washington state law (RCW 28.10 Section 1), requires that all students with life threatening health conditions have the needed medical orders, medication/equipment and a nursing care plan in place before the child may attend school. Forms are available in the Student Office.

## Loss or Damage of Property

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A student or his/her parent or guardian shall be responsible for the cost of school property that is lost or damaged. A student's grades, transcripts, and diploma may be withheld until restitution is made. The student or his/her parent or guardian may appeal the imposition of a charge of damages to the principal, superintendent, and Board of Directors in accordance with the due process described in Policy 9375.

The school district continually strives to make our schools a safe place, for both students and their personal belongings. Unfortunately, incidents sometimes occur which can result in damage or loss of personal property owned by or in the possession of students. *Accordingly, parents are reminded that Spokane Public Schools cannot be responsible for loss or damage to personal property brought to school by students. Thus, any personal belongings brought to school are at the student's own risk. If the value of an item is such that you cannot afford its loss, please make certain that your child does not bring the item to school. The school does not assume liability for lost or stolen articles.*

## Lost and Found

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If you have lost or found an item, contact the Business Office (for valuables such as phones, glasses, keys), (509) 354-6006, or the Bookroom (items such as clothing, school supplies), (509) 354-6056. Lost and found will be cleaned out quarterly.

## Medication

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According to Washington state law and District Policy, if it is necessary for your child to receive oral medication (prescription or nonprescription) during school hours, a medication request form must be filled out and signed by both the physician and parent. These forms are available in the Student Office or on-line at [www.spokaneschools.org/parents](http://www.spokaneschools.org/parents) (Health Services). All medication must be kept in the original pharmacy container and will be kept in a locked location. To ensure safety, parents are encouraged to have an adult deliver the medication to school. If the parent wishes a student to carry his/her own medication, it is with the recognition that it is the student's and parent's responsibility/liability.

## Special Activity Schedule

First Practice – <b>Football</b>	August 17 - Wednesday
First Practice – <b>Cross Country, Volleyball</b> <b>Girls Soccer, SlowPitch Softball</b>	August 22 - Monday
Freshman Orientation – Link Crew	August 26 – Friday, 9 am – 12 pm, Gym
Student Launch Conferences	September 1-2 – Thursday - Friday
<b>First Day of School</b>	<b>September 6 – Tuesday 8 am</b>
Hello Week	September 12 – 16
Hello Week Con	September 16 - Friday
ASB Picture Day (for Yearbook & Student ID's)	September 12 - Monday
Senior Portraits Due to Yearbook	October 7 - Friday
Homecoming Week	October 3 – 7
College Circuit Day	TBD
PSAT	October 12 – Wednesday (11 <sup>th</sup> grade only)
ASB Photo Make-Ups and Re-Takes	October 18 – Tuesday (9 – 10:30am)
Rubber Chicken	January 31 – Tuesday
SAT School Day	March 1 – Wednesday (12 <sup>th</sup> grade only)
AP Testing Window	May 1 - 10
<b>Graduation</b>	<b>June 11 – Sunday 12 pm @ The Podium</b>
Last Day of School	June 16 - Friday

**\*\*All dates are subject to change\*\***

### Bookroom

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The Bookroom is open to students before and after school, during both lunches, and during passing periods. Students may check out laptops, purchase supplies and check in or check out textbooks/novels.

All **books** have been inspected for damages. Damages found have been noted in the computer system. Please inspect all books upon receipt. If you discover any damages, return it IMMEDIATELY to the Bookroom for a replacement. Books that are checked out to you are YOUR RESPONSIBILITY. Any damages not already noted will be fined to your account upon check in. Damages include, but are not limited to, writing, stains, liquid damage, dog-eared pages and cover damage. Fines will also be assessed for books turned in with post-it notes on pages and books left on the counter (not physically checked in).

District **laptops** checked out to students - Families are responsible for all damages outside school whether intentional or accidental. Responsibility for repair will be determined by the SPS Technology Department.

Fees may be collected to cover damage to a district laptop per district policies. These fees will be determined by the SPS Technology department and will not be refunded. Fees must be paid before a student received their repaired or replaced device. Failure to pay fees promptly results in a student being loaned an older laptop for use only while at school.

Damage occurring at school and/or by another student should be reported immediately and responsibility for damage will be assessed by school administrators and the SPS Technology Department. Fee payment can be paid on the SPS Online Payment System or at the Ferris Business Office. Spokane Public Schools does not support personal devices on our network.

## Bell Schedule

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### Monday Late Start Bell Schedule

<i>Teacher Collaboration(non-student)</i> .....	7:15 - 8:30
1 <sup>st</sup> .....	9:00 - 9:46
2 <sup>nd</sup> .....	9:51 - 10:37
3 <sup>rd</sup> .....	10:42 - 11:28
1 <sup>st</sup> Lunch .....	11:28 - 11:58
<u>4<sup>th</sup> .....</u>	<u>12:03 - 12:49</u>
4 <sup>th</sup> .....	11:33 - 12:19
<u>2<sup>nd</sup> Lunch .....</u>	<u>12:19 - 12:49</u>
5 <sup>th</sup> .....	12:53 - 1:39
6 <sup>th</sup> .....	1:44 - 2:30

### Tuesday, Wednesday, Thursday, Advisory Bell Schedule

<i>Zero Hour</i> .....	6:50 - 7:50
1 <sup>st</sup> .....	8:00 - 8:51
2 <sup>nd</sup> .....	8:56 - 9:47
Advisory .....	9:51 - 10:16
3 <sup>rd</sup> .....	10:21 - 11:12
1 <sup>st</sup> Lunch .....	11:12 - 11:42
<u>4<sup>th</sup> .....</u>	<u>11:47 - 12:38</u>
4 <sup>th</sup> .....	11:17 - 12:08
<u>2<sup>nd</sup> Lunch .....</u>	<u>12:08 - 12:38</u>
5 <sup>th</sup> .....	12:43 - 1:34
6 <sup>th</sup> .....	1:39 - 2:30

### Friday Bell Schedule

<i>Zero Hour</i> .....	6:50 - 7:50
1 <sup>st</sup> .....	8:00 - 8:56
2 <sup>nd</sup> .....	9:01 - 9:57
3 <sup>rd</sup> .....	10:02 - 10:58
1 <sup>st</sup> Lunch .....	10:58 - 11:28
<u>4<sup>th</sup> .....</u>	<u>11:33 - 12:29</u>
4 <sup>th</sup> .....	11:03 - 11:59
<u>2<sup>nd</sup> Lunch .....</u>	<u>11:59 - 12:29</u>
5 <sup>th</sup> .....	12:33 - 1:29
6 <sup>th</sup> .....	1:34 - 2:30

## Business Office

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The Business Office is open to students before and after school, during lunches, and during passing periods. The Business Office handles all school district funds from such organizations as publications, athletics, clubs, A.S.B., bookroom, library, band, orchestra, choir, etc. Students can also deposit lunch account monies, pay fees and fines, purchase G.S.L./A.S.B. cards, school insurance, yearbooks, t-shirts, sweatshirts, hats and blankets from the Business Office. The Business Office cannot cash checks, nor can they give cash back on checks written for more than the amount due. Adult/family sports passes can also be purchased in the Business Office. The Business Office is closed daily for one hour after second lunch. Ferris Student ID is required for all Business Office transactions.

Spokane Public Schools will assess a fee of \$25.00 on all returned or otherwise dishonored (NSF) checks. Until the check amount and fee are paid, we will no longer accept payment from you by personal check.

## Dances

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All school policies are followed at dances. Infractions are dealt with in the usual manner. The Ferris community is committed to providing a safe, fun, and respectful environment at our school dances. Students are to refrain from dancing in a sexual nature. Students who exhibit inappropriate dancing behaviors during a dance will be asked to leave without a refund. Students will not be re-admitted to a dance after leaving the assigned area.

Ferris Student ID is required with a ticket for admission to all dances. Only current Ferris students may attend mixers. Students from other schools who attend our date dances must provide picture ID and must be pre-registered in the Business Office by 3:00pm on the last school day before the dance. Guests must be of high school age or under 21. School rules apply to all school sponsored events.

## Fees and Fines

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**Absolutely no scholarships, college applications, requests for records will be processed until all fines and fees are cleared. There are no exceptions.**

## Lockers

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Generally, lockers are not assigned to every student. However, students can **request** a locker in the Student Office. As property of the school, lockers may be inspected by school officials. Lockers are not to be written upon or in any way vandalized by students. The cost of repairing any damage to a locker will be charged to the student.

## Meals

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Spokane Schools will provide FREE breakfasts and lunches to all students for the 2022 - 2023 school year.

## Messages for Students

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Delivering messages to students in class interrupts the educational setting. Only messages from parents of students will be delivered to class. Students and parents are asked to cooperate to minimize requests for messages to students during the school day.

## Parking

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**Student Parking** – Student parking is available in the East lot (at the 37th and Ray entrance). Red zones are marked in the Student Lot. These are for emergency vehicles only. Avoid being towed by not parking along these curbs.

**Staff Parking** – The Northwest lot (at the corner of 37th and Regal) is reserved for staff parking only.

**Visitor Parking** – Visitor parking is available in the Northeast lot (at the 37th and Ray entrance) and also in the North lot (off of 37th). These spots are clearly marked.

**Student Drop-off & Pick-up** – The designated drop-off and pick-up area is within the Student Parking Lot, accessed via the entrance at 37th & Ray. There is also a pull-out area on 37th Ave near the North Parking Lot. Additionally, students may be dropped off in the Staff Parking Lot at the corner of 37th and Regal. These are all NO PARKING ZONES. Drivers must remain in vehicles while waiting for students. The North Parking Lot Loop along 37th is reserved for Special Needs buses only.

**Bus Drop off & Pick-Up** – Buses load and unload in the bus loop near the tennis courts on the west side of the campus.

## PTG/Ham on Regal

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For as long as Joel E. Ferris has had students walking the halls, our PTG has been raising money to support Ferris students and their teachers. For 58 of those years, the fundraising arm of PTG, called Ham on Regal, has produced an original stage production. Nearly 300 Ferris parents have come together to write, choreograph, and perform an incredible musical comedy. Funds are raised and life-long friends are made. At the end of each Ham season the money is allocated to nearly every program at the school, with over \$2 million dollars to date. If you are interested in participating in this year's Ham on Regal, please contact the 2022 Ham Event Chairs at [showchairs@hamonregal.org](mailto:showchairs@hamonregal.org). Like in past years, we will be raising money for the kids and are hosting a virtual Ham season event for the members of the Ham on Regal community. We hope to see you there.

## Visitors

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The school accepts only those adult visitors who have legitimate business at school. Visitors are expected to come to the Public Office to obtain a visitor's badge upon entering the campus. When business is completed, the visitor should return the badge to the Public Office and promptly leave campus. Guests or visitors of students, including brothers and sisters, are not allowed at school.

## Volunteers

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Ferris High School is always in need of parent volunteers who wish to give of their time on an hourly, weekly, or occasional basis. Help is needed in the classrooms, the bookroom, the offices, the health room, as dance chaperones and for special projects. If you would like to be involved at any level, please fill out a Volunteer Program Application, available in the Ferris Public Office.

## Wheels on Campus

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Wheels are not allowed on the Ferris campus. Skateboards and roller blades (skates) that are used for transportation to Ferris will need to be stored in your locker or a classroom during the entire school day. Bikes and scooters will need to be walked while on campus and stored at one of the bike racks throughout campus. Electric "Lime" scooters are not allowed on campus and must be left on the sidewalk.

# Extracurricular Activities

## ASB/GSL

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Students may purchase the combined ASB/GSL card from the Business Office, which allows discounts on school-sponsored events and admittance to varsity athletic events (except for playoffs). The ASB/GSL card is required for all sports and activities approved by the ASB.

## Athletic Eligibility

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To be eligible to compete in interscholastic athletics, you must meet the following criteria:

1. Age: under 20 years old at the start of a sport's season and having six years of eligibility after entering or being eligible to enter 7th grade.
2. Enrolled and regularly attending Ferris High School full time.
3. Maintain passing grades: must maintain passing grades in 5 out of 6 classes and must have passed at least five classes in the previous semester. To remain eligible, a student must be passing 5 out of 6 classes and be enrolled in at least six classes or an approved equivalent.
4. Residence: must reside with parent/guardian at a residence located within the school district.
5. Previous Semester: must have been in regular attendance the previous semester.
6. Students must have passed a physical exam within the past 24 months and have it on file at the school.
7. Drug Use: cannot use, provide others, or possess a controlled substance or illicit drugs, and cannot have violated the school's policies on alcohol, tobacco or social media.
8. Sign a Co-Curricular Contract.
9. Purchase an ASB/GSL card.
10. Medical waiver signed saying you have medical insurance or purchase school insurance.

# Student Expectations

**Saxon P.R.I.D.E.**

<b>SAXON PRIDE</b>				
<b>Perseverance</b>	<b>Respect</b>	<b>Integrity</b>	<b>Discipline</b>	<b>Excellence</b>
Holding to a course of action despite obstacles  • Stay positive • Set goals • Learn from mistakes	To show consideration, appreciation, and acceptance  • Respect yourself • Respect others • Demonstrate appropriate language and behavior	Adherence to an agreed upon code of behavior  • Be responsible • Do your own work • Be trustworthy and trust others	Managing one’s self to achieve goals and meet expectations  • Strive for consistency • Attend class daily; be on time • Meet deadlines; do your homework	Being of finest or highest quality  • Do your personal best • Exceed minimum expectations • Inspire excellence in others

To promote a positive climate, Ferris is implementing a school-wide management plan to create a school climate that is consistent from classrooms to hallways. P.R.I.D.E. educates students in self-discipline and provides staff support for student expectations.

**Self-Discipline**

Students are to become familiar with the school’s rules, regulations, and policies; every student will make every effort to abide by them. Always be courteous to those who teach you, as well as to each other. It may become necessary at times for a student to be sent to the administration offices because of habitual discipline offenses or because of a major offense. In such cases, the administration will use whatever corrective measures are necessary within the federal and state guidelines and according to Spokane Public Schools Board policy. Individual teacher rules and expectations will be provided at the beginning of each semester.

**Student ID**

Students are expected to identify themselves to all staff when requested. All students will be issued a school picture ID card. These are to be in the students’ possession at all times during school and at all school activities. Student ID cards must be presented to any school authority who requests to see it (i.e., teacher, administrator, security officer, bus driver, etc.).

**Dress**

Students are expected to present themselves in a manner that is appropriate for school and a workplace setting. Our school welcomes any fashion style that doesn’t **disrupt the educational process**. Attire and accessories that advertise, display, or promote drugs, alcohol, or an unsafe, violent, discriminatory, disrespectful, illegal or sexually provocative atmosphere are not acceptable. Bandanas are not permitted. For more information, please see Policy 3240 on the Spokane Public Schools website (spokaneschools.org).

**Closed Campus**

Ferris High School is a closed campus. This policy is to ensure student safety and encourages class attendance. Once students arrive on campus in the morning, they are to stay on campus for the entire school day unless they have checked out through the Attendance Office. Students will not be excused to leave campus for lunch unless their parents are picking them up personally or have called in ahead of time to excuse their student. The student parking lot is closed during the school day. If for some reason students need to access their vehicles, they need to go to the student office or see an administrator to get a pass. Failure to comply with the closed campus policy will result in progressive discipline.

## Student Spaces at Lunch

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During lunches, students are expected to be in one of the supervised spaces provided. These spaces are the lunchroom, the gym, or outside in victory plaza (weather permitting). The main floor, above the commons, all wings, and hallways are closed to students during lunch. Students that have permission to meet with faculty during lunch should have a pass to access the classroom areas.

## On Campus After the School Day Ends

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The school day ends at 2:30 p.m. By 2:45 p.m. all students must be off campus or under the supervision of an adult staff member.

## Bus Conduct

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To ensure safe and comfortable transportation, students must act responsibly when riding their bus. All school policies apply to conduct on school buses. Failure to follow them may result in suspension from school and/or denial of bus-riding privileges. Ferris Student ID is required for bus transportation. Only students registered as bus riders are allowed access to their school bus.

Citation 1: Warning - Principal or designee will contact parents.

Citation 2: Loss of riding privileges 3-5 days or restorative option.

Citation 3: Loss of riding privileges for up to 20 days.

Citation 4: Loss of riding privileges for the remainder of the school year.

## Whole Child Focus and System of Supports

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At Ferris, we utilize a Multi-Tiered System of Supports (MTSS) to help, support, and encourage students to be their best both academically and behaviorally. The MTSS frameworks for behavior and academics incorporate a Positive Behavior Intervention and Support (PBIS) philosophy and Response to Intervention (RTI) model to determine when to use traditional discipline, restorative practices, trauma sensitivity, cultural responsiveness, academic supports, and instructional strategies.

A MTSS model outlines three tiers of experiences for students:

**Tier 1** supports that are available to all students,

**Tier 2** interventions for some students, and

**Tier 3** focused intervention for a select few students that need intensive support.

An Intervention Team uses specific protocols and tools to ensure students are identified and connected to specific interventions outlined in our MTSS frameworks.

## Ferris Behavioral Interventions and Rules of Conduct

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The goal of Ferris High School is to serve and educate every student, every classroom, every day. There are times when student conduct and behavior can become an obstacle to this goal. When this happens the staff of Ferris High School will take action to teach students proper social behavior as well as uphold school rules and regulations.

Violations of school rules and regulations will result in a wide range of interventions depending on the degree of the infraction. Violations of classroom rules (except for incidents of extreme disrespect and exceptional misconduct) will result in interventions in the classroom prior to school corrective action. These interventions will be documented prior to referring the student to administration.

**Restorative practices will be used whenever possible.** Restorative practices are actions agreed upon by a student who engages in misconduct, taken to:

- Help a student increase awareness regarding his or her misconduct.
- Address and attempt to rectify or heal the needs of those who were harmed.
- Improve future behavior and/or relationships.

Examples of restorative practices may include, but are not limited to, mediation, apologies, relationship building, affective statements, community building circles, restorative dialogues/making agreements, repairing harm circles, restorative conferences. Restorative practices could take the form of: (a) alternatives to or interventions in lieu of corrective action; and/or (b) supplemental action taken along with corrective actions.

As a general rule, Ferris High School follows progressive discipline concepts. Progressive discipline may include, but is not limited to, verbal or written warnings, mediation, etc. Progressive discipline steps may be skipped or repeated depending on individual factors and the judgment of the school administrator.

Progressive disciplinary action and interventions are designed to guide students' behavior to acceptable standards. The following listing of specific rules is not meant to be all inclusive. Students will be subject to corrective action any time their behavior is disruptive, illegal, or inconsiderate of others. The specific consequences will be assigned by an administrator or administrative designee who will take into consideration the severity of the action and the impact on the educational environment.

### Ferris Behavior Intervention Process

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Unless such behavior warrants immediate removal from class and a referral to the office, the following is the procedure for issues that merit discipline:

- 1<sup>st</sup> Level: Teacher will discuss issue with the student and make a plan to improve that includes a classroom consequence.
- 2<sup>nd</sup> Level: Teacher will discuss with student and contact parents/guardians informing them of the behavior issue and consequence.
- 3<sup>rd</sup> Level: Counselor or administrator will be contacted regarding the issue. Counselor will facilitate a mediation.
- 4<sup>th</sup> Level: Administrator will be contacted and intervention will occur. Alternative placement may be considered depending on the severity of the situation.

### RULES OF CONDUCT

These rules for student conduct have been adopted by the administration and the School Board to protect the health and safety of all and to safeguard the educational mission of the district, school, and student. The district's rules apply to all campuses of the district at all times, to all district or school sponsored activities whether held on school property or elsewhere. These rules also apply to out-of-district programs, including Running Start, etc.

Full restitution shall be required for actual damages/injury caused by any misconduct, and school administrators have the authority to impose fines and costs associated with the investigation, clean up, etc., as appropriate, in addition to the other sanctions outlined here.

For behaviors that fall within the definition of more than one offense (even if one or more offenses are discretionary and another or others are nondiscretionary), school administrators retain the authority to charge whichever offense or offenses the administrator deems most appropriate.

### DISCRETIONARY DISCIPLINE OFFENSES

The rules of conduct in this section are deemed discretionary discipline offenses.

Prior to imposing corrective action when a student engages in such an offense, a school administrator should consider:

- Restorative practices;
- Progressive discipline concepts;
- Alternative actions and settings; and
- Mitigating/aggravating factors.

School administrators may not impose a short-term suspension for a discretionary discipline offense unless another form of corrective action reasonably calculated to modify similar conduct has previously been imposed. This includes the following offenses:

1. **Academic dishonesty/plagiarism** -- Knowingly submitting the work of others represented as the student's own, cheating, or assisting another student in doing so, or using unauthorized sources.
2. **Bullying** -- Unwanted behavior (other than conduct that falls within the definition of a nondiscretionary discipline offense) that (1) involves a real or perceived power imbalance and is repeated, or has the potential to be repeated, over time; or (2) is a violation of Policy/Procedure 3207 (Harassment, Intimidation or Bullying). See RCW 28A.300.285; WAC 392-190-0555 to 059.
3. **Discriminatory Harassment/Discrimination** -- Conduct or communication (other than conduct that falls within the definition of a nondiscretionary discipline offense) that (1) is intended to be harmful, humiliating, or physically threatening and shows hostility toward a person or persons based on their real or perceived sex, race, creed, religion, color, national origin, sexual orientation, gender identity, gender expression, veteran or military status, disability, or use of a trained dog guide or service animal; or (2) is a violation of Policy/Procedure 3210 (Nondiscrimination). See RCW 28A.300.285; RCW 28A.642; WAC 392-190-0555 to 059.
4. **Disruptive Conduct** -- Conduct that materially and substantially interferes with the educational process (other than conduct that falls within the definition of a nondiscretionary discipline offense), including:
  - Profane or obscene conduct or words                      Disrespect of authority                      Misuse of social media
  - Possession of distribution of pornography              Copyright violations                              Defiance of a reasonable directive

Dress code violations  
Hazing  
Misrepresentation/Lying

Insubordination  
False Alarms  
Violations of technology, telecommunications and network use rules

Violations of driving/parking rules  
Forgery

5. **Failure to Cooperate** – Failure to comply with or follow reasonable, lawful directions or requests of administrators, teachers, or staff (other than conduct that falls within the definition of a nondiscretionary discipline offense), including:

Non-compliance      Insubordination      Misrepresentation/Lying      Defiance      Disrespect of authority

6. **Illicit Medication:** Use, possession, or distribution of any prescription or over-the-counter medication (e.g., aspirin, cough syrups, caffeine pills, nasal sprays) on school grounds or at school sponsored activities (other than use, possession, or distribution that falls within the definition of a nondiscretionary discipline offense).

A contract may be developed to allow up to fifty percent (50%) of any suspension held in abeyance, if the student successfully complies with the terms and conditions of the contract.

7. **Fighting Without Major Injury** -- Participation in an incident involving physical violence, where there is no major injury (other than those that fall within the definition of a nondiscretionary discipline offense). (Does not include verbal confrontations, tussles, or other minor confrontations).

A major injury is when one or more students, school personnel, or other persons on school grounds *require professional medical attention*. Examples of major injuries include stab or bullet wounds, concussions, fractured or broken bones, or cuts requiring stitches.

8. **Multiple minor accumulated incidents** -- Discipline for a culmination of multiple minor infractions that both occurred throughout the school year and individually would not rise to the severity of meriting a short-term or long-term suspension or expulsion.

#### 9. Other Behavior

a. **Aiding/Abetting** - Any student who encourages or aids and abets others in violating the rules of conduct

b. **Gambling** -- Playing cards, dice, or games of chance for money or other items of value.

c. **Gang Activity** – Engaging in gang activity as a member of a gang while on school grounds (other than activity that falls within the definition of a nondiscretionary discipline offense). "Gang" means a group which: (a) Consists of three or more persons; (b) has identifiable leadership; and (c) on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes. See RCW 28A.600.455.

d. **Trespass** -- Being in an unauthorized location under school jurisdiction (other than trespass that falls within the definition of a nondiscretionary discipline offense).

e. **Destruction of Property** – Destroying property owned or possessed by another (other than destruction that falls within the definition of a nondiscretionary discipline offense).

Note: Under RCW 28A.635.060(1), the school district may withhold the grades, diploma, and transcripts of a pupil responsible for intentional damage or loss to the property of the district, a contractor of the district, an employee, or another student until the pupil or the pupil's parent or guardian has paid for the damages. If a student has been suspended or expelled, the student may not be readmitted until the student or parents or legal guardian has made payments in full, or until the superintendent directs otherwise. If the property damaged is a school bus owned and operated by the district, a student suspended for the damage may not be permitted to enter or ride any school bus until the student or parent or legal guardian has made payment in full or until directed otherwise by the superintendent.

When the pupil or guardian are unable to pay for the damages, the school district will provide a program of voluntary work for the pupil in lieu of the payment of monetary damages. Upon completion of the voluntary work the grades, diploma, and transcript of the pupil shall be released. The parent or guardian of the pupil is liable for damages as otherwise provided by Washington State law.

Possession of another person's or district property, regardless of value, without the person's permission with the intent to deprive the owner of such property. As part of the corrective action, restitution will usually be required.

10. **Sexual Harassment** -- Conduct or communication (other than activity that falls within the definition of a nondiscretionary discipline

offense) that is: (1) intended to be sexual in nature, unwelcome by the targeted person(s), and with the potential to deny or limit another student(s) ability to participate in or benefit from a school's education program; or (2) a violation of Policy/Procedure 3205 (Sexual Harassment of Students Prohibited). See RCW 28A.640; WAC 392-190-056-058.

11. **Sexually Inappropriate Conduct** -- Obscene acts or expressions, whether verbal or non-verbal (other than conduct that falls within the definition of a nondiscretionary discipline offense).
12. **Theft or Possession of Stolen Property** -- Taking or knowingly being in possession of district property or property of others without permission (other than conduct that falls within the definition of a nondiscretionary discipline offense).
13. **Tobacco/Electronic Smoking Devices** -- Possession, use, distribution or sale of tobacco products or the violation of school district tobacco policy, including violation regarding electronic smoking devices.
14. **Unexcused Absences** – Absences that are not excused.

If corrective action for one or more unexcused absences is used, the District must:

- (a) Provide notice to the student's parent/guardian in writing and by any other means necessary in English or the primary language of the parent/guardian. The notice must say that the student has failed to attend school without valid justification;
- (b) Schedule a conference(s) with the parents/guardians and the student. The conference(s) shall analyze the causes of the student's absences and determine whether the student would be appropriately placed in alternative educational options (as available) designed for his/her educational success; and
- (c) Take steps to reduce the student's absences. If deemed appropriate by district staff, those steps may include adjustments to the student's school program or assisting the parent/guardian in obtaining supplementary support.

Additionally, a student's academic grade or credit may only be adversely affected by reason of tardiness or unexcused absences if:

- (a) The student's attendance or participation is a requirement of the subject or course related to the instructional objectives or goals of the particular subject or course; (example: music, lab science, physical education);
- (b) The student's attendance or participation has been identified by the teacher pursuant to district policy as a basis for grading the subject or course; and
- (c) The circumstances pertaining to the student's inability to attend school have been taken into consideration, including whether the absences are directly related to a student's disability.

#### **NONDISCRETIONARY DISCIPLINE OFFENSES/EXCEPTIONAL MISCONDUCT OFFENSES**

The rules of conduct in this section are deemed nondiscretionary discipline offenses and exceptional misconduct offenses. HB 1541, Section 105(4) – (7); RCW 28A.600.015; WAC 392-400-245; WAC 392-400-260.

Prior to imposing corrective action when a student engages in such an offense, a school administrator should consider:

- Restorative practices;
- Progressive discipline concepts;
- Alternative actions and settings; and
- Individual Factors

**However, because these offenses are more serious nondiscretionary discipline offenses and are deemed exceptional misconduct, school administrators may, in certain circumstances, impose a suspension or expulsion regardless of whether prior corrective action was imposed for a similar offense.**

1. **Alcohol** -- A liquor violation under RCW 66.44.270, including possessing, consuming, acquiring, selling, giving, or otherwise supplying liquor.

A contract may be developed to allow up to fifty percent (50%) of any suspension held in abeyance, if the student successfully complies with the terms and conditions of the contract.

2. **Bullying** –Behaviors that involve a real or perceived power imbalance and are repeated, or have the potential to be repeated, over time; and that:

(1) Fall within the definition of harassment in RCW 9A.46.020:

“A person is guilty of harassment if:

- (a) Without lawful authority, the person knowingly threatens:

- (i) To cause bodily injury immediately or in the future to the person threatened or to any other person;
- (ii) To cause physical damage to the property of a person other than the actor;
- (iii) To subject the person threatened or any other person to physical confinement or restraint; or
- (iv) Maliciously to do any other act which is intended to substantially harm the person threatened or another with respect to his or her physical or mental health or safety;

and

(b) The person by words or conduct places the person threatened in reasonable fear that the threat will be carried out. "Words or conduct" includes, in addition to any other form of communication or conduct, the sending of an electronic communication.)

Or

(2) Fall within the definition of one or more of the offenses listed in RCW 9A.46.

- 3. Destruction of Property/Vandalism** – An offense listed under RCW 9A.46 (harassment), RCW 9A.48 (arson, reckless burning, malicious mischief), or RCW 9A.36 (including malicious harassment) that involves the intentional damage of school property or the property of others.

Note: Under RCW 28A.635.060(1), the school district may withhold the grades, diploma, and transcripts of a pupil responsible for intentional damage or loss to the property of the district, a contractor of the district, an employee, or another student until the pupil or the pupil’s parent or guardian has paid for the damages. If a student has been suspended or expelled, the student may not be readmitted until the student or parents or legal guardian has made payments in full, or until the superintendent directs otherwise. If the property damaged is a school bus owned and operated by the district, a student suspended for the damage may not be permitted to enter or ride any school bus until the student or parent or legal guardian has made payment in full or until directed otherwise by the superintendent.

When the pupil or guardian are unable to pay for the damages, the school district will provide a program of voluntary work for the pupil in lieu of the payment of monetary damages. Upon completion of the voluntary work the grades, diploma, and transcript of the pupil shall be released. The parent or guardian of the pupil is liable for damages as otherwise provided by Washington State law.

Possession of another person’s or district property, regardless of value, without the person’s permission with the intent to deprive the owner of such property. As part of the corrective action, restitution will usually be required.

- 4. Discriminatory Harassment** –Harassment offenses include nondiscretionary bullying offenses except that, for the behavior to be considered discriminatory harassment, the behavior must also be motivated by a person’s protected status as listed in Policy 3210.

Thus, discriminatory harassment includes any such conduct or communication (i.e., motivated by a person’s protected status as listed in Policy 3210) that falls within the same definition of bullying, but that is also motivated by a person’s protected status as listed in Policy 3210.

- 5. Illicit Drugs (Not Marijuana)** – Any violation of controlled substance law under RCW 69.50 not involving marijuana, including unlawful use, cultivation, manufacture, distribution, sale, solicitation, purchase, possession, transportation, or importation of any controlled drug or narcotic substance.

A contract may be developed to allow up to fifty percent (50%) of any suspension held in abeyance if the student successfully complies with the terms and conditions of the contract.

- 6. Marijuana** --Any violation of the controlled substances law under chapter 69.50 RCW involving marijuana, including unlawful use, cultivation, distribution, sale, solicitation, purchase, possession, transportation of cannabis or violation of other district drug policy.

A contract may be developed to allow up to fifty percent (50%) of any suspension held in abeyance if the student successfully complies with the terms and conditions of the contract.

**7. Other Behavior**

**a. Any offense in RCW 13.04.155 not otherwise listed.**

**b. Behavior that causes an adverse impact on the health and safety of other students or staff.** – HB 1541 (Section 105(6) (d)); RCW 28A.600.015. This includes, but is not limited to:

**Extortion/Coercion** -- Obtaining or attempting to obtain money or property by violence or threat of violence, or forcing or attempting to force a person to do something against his/her will by force or threat of force.

**Threat** -- Any communication or action which creates a reasonable fear of bodily harm.

Note: It is expected that a student should first retreat from any threat of harm and/or contact an adult staff member for assistance before engaging in any type of physical response to an assault. However, an administrator may decide not to subject a student to corrective action or punishment (or may decide to subject a student to a lesser form or corrective action or punishment) if, following a reasonable investigation, the administrator determines that all of the following are true:

- a) A student who is being assaulted or witnesses another student being assaulted acts in a manner that is defensive and protective of himself/herself or others;
- b) The student is acting in a manner that a building administrator determines is reasonable and/or necessary in light of the circumstances; and
- c) The student did not instigate, provoke, or promote the violence by his or her words or conduct immediately prior to the assault.

A reasonable physical response to an assault may include holding the assailant's hands or arms to prevent the assault, or pulling two fighting students apart and holding them until staff can arrive and intervene.

**c. Inhaling toxic fumes under chapter 9.47A RCW;**

**d. Two or more violations of the following within a three-year period:**

**Criminal gang intimidation.** RCW 9A.46.120.

**Possessing dangerous weapons on school facilities.** RCW 9.41.280.

**Engaging in gang activity as a member of a gang while on school grounds.** RCW 28A.600.455. "Gang" means a group which: (a) Consists of three or more persons; (b) has identifiable leadership; and (c) on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes.

**Willfully disobeying school administrative personnel or refusing to leave public property.** RCW 28A.635.020.

**Defacing or injuring school property.** RCW 28A.635.060.

See RCW 28A.600.020; HB 1541, Section 106(5)(a).

**8. Serious Bodily Injury to Special Education Student** -- An incident, specific to students who are eligible for special education services, that results in the serious bodily injury as defined in 18 U.S.C. Section (1365(h)(3) (bodily injury that involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty). See HB 1541, Section 105(6)(b); RCW 13.04.155.

**9. Sexual Harassment** – Sexual harassment is like discriminatory harassment and bullying except that, for the behavior to be considered sexual harassment, the behavior must also include sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal or physical conduct or communication of a sexual nature between two or more individuals. The term 'sexual' includes 'gender-directed' conduct or communication. Policy 3205; RCW 28A.640.020; WAC 392-190-056

Nondiscretionary sexual harassment offenses are:

Offenses listed under RCW 9A.36 (Assault)

Any sex offense listed under RCW 9.94A.030(47)

A felony that is a violation of chapter 9A.44 RCW (sex offenses, including rape, child molestation, sexual misconduct with a minor, indecent liberties, sexually violating human remains, voyeurism)

Sexual offenses listed in RCW 9A.46 (Harassment).

**10. Violence with Major Injury** -- Any behavior that includes a major injury (requiring professional medical attention) and is listed or referenced in RCW 13.04.155, including:

- Any violent offense listed in RCW 9.94A.030(55), Assault, drive by shooting, reckless endangerment, promoting suicide attempt, coercion, malicious harassment, failure to summon assistance (RCW 9A.36), Homicide (RCW 9A.32), Malicious Harassment (RCW 9A.46), Kidnapping (RCW 9A.40), Sex Offenses, rape, child molestation (RCW 9A.44), Arson, reckless burning, criminal street gang tagging and graffiti (RCW 9A.48), Robbery (RCW 9A.56)

HB 1541, Section 105(6)(b).

A major injury is when one or more students, school personnel, or other persons on school grounds require professional medical attention. Examples of major injuries include stab or bullet wounds, concussions, fractured or broken bones, or cuts requiring stitches.

**11. Violence Without Major Injury** – Any behavior that does not include a major injury (requiring professional medical attention) and is listed in RCW 13.04.155, including:

- Any violent offense listed in RCW 9.94A.030(55), Assault, drive by shooting, reckless endangerment, promoting suicide attempt, coercion, malicious harassment, failure to summon assistance (RCW 9A.36), Homicide (RCW 9A.32), Malicious Harassment (RCW 9A.46), Kidnapping (RCW 9A.40), Sex Offenses, rape, child molestation (RCW 9A.44), Arson, reckless burning (RCW 9A.48), Robbery (RCW 9A.56)

HB 1541, Section 105(6)(b).

A major injury is when one or more students, school personnel, or other persons on school grounds require professional medical attention. Examples of major injuries include stab or bullet wounds, concussions, fractured or broken bones, or cuts requiring stitches.

## **12. Weapons and Firearms**

**Firearms** – Carrying a firearm onto, or having possessed a firearm on, public elementary or secondary school premises, public school-provided transportation, or areas of facilities while being used exclusively by public schools. RCW 28A.600.420; HB 1541, Section 105(6)(a).

Firearm is defined by RCW 9.41.010 and 18 U.S.C. 921, and includes:

Any weapon (including zip guns, starter guns, and flare guns) which will or is designed to or may readily be converted to expel a projectile by the action of any explosive;

- The frame or receiver of any handgun, shotgun, or rifle;
- Any firearm muffler or firearm silencers;
- Any destructive device, which includes:
  - a) any explosive, incendiary, or poison gas (such as: bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one quarter ounce, mine, or similar device.
  - b) any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter.
  - c) any combination or parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled.

‘Other weapon’ is defined as:

- Anything used as a weapon that is not classified as a handgun, rifle/shotgun, knife/dagger, or other firearm.
- Examples include chains, pipes, razor blades or similar instruments with sharp cutting edges; ice picks, pointed instruments (pencils, pens); nun-cha-ka sticks; brass knuckles; stars; billy clubs; tear gas guns; electrical weapons (stun guns); BB or pellet guns; and explosives or propellants.

See 18 U.S.C. 921 (Gun Free Schools Act).

For firearm violations, expulsion shall be imposed for not less than one year (12 months) under RCW 28A.600.420 and an expulsion shall be imposed for up to one year if the student acts with malice as defined under RCW 9A.04.110 and displays a device that appears to be a firearm. The district superintendent or the superintendent’s designee is authorized to modify the expulsion of a student on a case-by-case basis.

Even where a student has been suspended or expelled for a firearm violation, the District may provide educational services to the student in an alternative setting. See RCW 28A.600.420(4).

**Weapons** -- Any violation of RCW 9.41, including:

Carrying onto, or possessing on, school premises, school-provided transportation, or areas of facilities while being used exclusively by public or private schools:

- (1) Any dangerous weapon as defined in RCW 9.41.250;

- (2) Any device commonly known as "nun-chu-ka sticks", consisting of two or more lengths of wood, metal, plastic, or similar substance connected with wire, rope, or other means;
- (3) Any device, commonly known as "throwing stars", which are multi-pointed, metal objects designed to embed upon impact from any aspect;
- (4) Any air gun, including any air pistol or air rifle, designed to propel a BB, pellet, or other projectile by the discharge of compressed air, carbon dioxide, or other gas;
- (5) Any portable device manufactured to function as a weapon and which is commonly known as a stun gun, including a projectile stun gun which projects wired probes that are attached to the device that emit an electrical charge designed to administer to a person or an animal an electric shock, charge, or impulse; or Any device, object, or instrument which is used or intended to be used as a weapon with the intent to injure a person by an electric shock, charge, or impulse.

See RCW 9.41.280. Any violation of the above by elementary or secondary school students constitutes grounds for expulsion in accordance with RCW 28A.600.010. An appropriate school authority shall promptly notify law enforcement and the student's parent or guardian regarding any allegation or indication of such violation.

Manufacturing, selling, or disposing of or possessing any instrument or weapon of the kind usually known as sling shot, sand club, or metal knuckles, or spring blade knife.

"Spring blade knife" means any knife, including a prototype, model, or other sample, with a blade that is automatically released by a spring mechanism or other mechanical device, or any knife having a blade which opens, or falls, or is ejected into position by the force of gravity, or by an outward, downward, or centrifugal thrust or movement. A knife that contains a spring, detent, or other mechanism designed to create a bias toward closure of the blade and that requires physical exertion applied to the blade by hand, wrist, or arm to overcome the bias toward closure to assist in opening the knife is not a spring blade knife.

Furtively carrying with intent to conceal any dagger, dirk, pistol, or other dangerous weapon;

Using any contrivance or device for suppressing the noise of any firearm unless the suppressor is legally registered and possessed in accordance with federal law;

Except as expressly allowed by RCW 9.41, carrying, exhibiting, displaying, or drawing any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, or any other weapon apparently capable of producing bodily harm, in a manner, under circumstances, and at a time and place that either manifests an intent to intimidate another or that warrants alarm for the safety of other persons.

Violating RCW 9.36.045 (drive by shooting)

RCW 28A.600.420; RCW 13.04.155(1)(f); RCW 9.41 (Firearms and Dangerous Weapons) HB 1541, Section 105(6)(a)

## Ferris Discipline Guidelines

**\*\*Note:** These interventions and ranges are provided only to give the Ferris community an idea of the behavior interventions we use and give an example of a potential range for corrective action. According to SPS Policy 3240 individual factors will be considered along with the facts of the event in question. These ranges are meant only to illustrate a starting point for corrective actions and progressive discipline at Ferris High school.

### Progressive discipline (for low level offenses):

- Level 1:** 1<sup>st</sup> incident – Warning, school service, mediation, success plan, or restorative action.
- Level 2:** 2<sup>nd</sup> incident – Detention, restorative action, or 1 day of In-school Intervention (ISI)\*.
- Level 3:** 3<sup>rd</sup> incident – 1-3 days of In-school Intervention (ISI)\*.
- Level 4:** 4<sup>th</sup> incident – 3-5 days of In-School Intervention (ISI)\*.
- Level 5:** 5<sup>th</sup> incident – Short term suspension (1-10 days)\*.

**\*Note: ISI, Short-term and Long-term Suspension, and Expulsion apply when students are on campus for instruction.**

**\*\*Note:** at the discretion of the administration 1 day of ISI or suspension can be exchanged for 4 hours of community service.

**Discretionary Offenses:**

1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Continued
Warning, school service, mediation, success plan, detention, community service, restorative action, detention, restitution, or 1-3 days of In-school Intervention (ISI).	3-5 days of In-School Intervention.	5-10 days of In-School Intervention.	Short Term Suspension 1-10 days.

**Non-Discretionary Offenses:**

1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	Continued/Severe
3-5 day suspension. <i>Can be reduced with interventions like:</i> -District drug classes -Drug assessment -Anger Management classes -Counseling -Restorative action -etc...	5 day - Long term suspension. <i>Can be reduced with interventions like:</i> -Drug and Alcohol Assessment and engaging in treatment. -Application for readmission and reengagement plan. -Anger Management classes -Counseling -Restorative action -etc...	10-Long Term suspension: <i>Can be reduced with interventions like:</i> -Drug Assessment -Application for readmission and reengagement plan. -Anger Management classes -Counseling -Restorative action -etc...	Long term suspension up to Expulsion.

**Full Non-Discrimination Statement (rev: 9/2021)**

**Nondiscrimination**

Spokane Public Schools complies with all federal and state rules and regulations and does not discriminate in the admission, treatment, employment, or access to its programs or activities on the basis of age, sex, marital status, race, color, creed, national origin, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability, sexual orientation including gender expression or gender identity, or honorably discharged veteran or military status. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/Staff Civil Rights Officer, ADA Officer, Harassment, Intimidation, Bullying (HIB)/Student Civil Rights Officer and/or 504 Compliance Officer.

Officers: \*Title IX/Staff Civil Rights Officer, Jodi Harmon, (509) 354-7269 \*Harassment, Intimidation, Bullying (HIB)/Student Civil Rights Officer, Melanie Smith, (509) 354-7284 \*504 Compliance Officer, Melanie Smith, (509) 354-7284 \* ADA Officer, Stephanie Busch, (509) 354-5993 \* Affirmative Action Officer, Nancy Lopez-Williams, (509) 354-5651 \* Equal Opportunity Officer, Nancy Lopez-Williams, (509) 354-5651 \*200 N. Bernard Street, Spokane, WA 99201-0206

## Sexual Harassment

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Students and staff are protected against sexual harassment by anyone in any school program or activity, including on school campus, on the school bus, or off-campus during a school-sponsored activity. Sexual harassment is unwelcome behavior or communication that is sexual in nature when; a student or employee is led to believe that he or she must submit to unwelcome sexual conduct or communications in order to gain something in return, such as a grade, a promotion, or place on a sports team, or any educational or employment decision, or; the conduct substantially interferes with a student's educational performance, or creates an intimidating or hostile educational or employment environment. You can find a copy of the district's policy and procedure 5011 on the district's website [www.spokaneschools.org](http://www.spokaneschools.org), at your school, or Human Resources. Individuals who believe there has been a violation of policy are encouraged to report to any school staff member, contact their building administrator, or contact Jodi Harmon, Title IX/Staff Civil Rights Officer, at (509)354-7269. Further information and instructions on how to file a formal complaint can be found at <https://spokaneschools.org/domain/182>.

### Complaint Options: Discrimination and Sexual Harassment

If you believe that you or your child have experienced unlawful discrimination, discriminatory harassment, or sexual harassment at school, you have the right to file a complaint.

Before filing a complaint, you can discuss your concerns with your child's principal or with the school district's officers: Title IX/Staff Civil Rights Officer, Jodi Harmon, (509) 354-7269 \*Harassment, Intimidation, Bullying (HIB)/Student Civil Rights Officer, Melanie Smith, (509) 354-7284 \*504 Compliance Officer, Melanie Smith, (509) 354-7284 \* ADA Officer, Stephanie Busch, (509) 354-5993 \* Affirmative Action Officer, Nancy Lopez-Williams, (509) 354-5651 \* Equal Opportunity Officer, Nancy Lopez-Williams, (509) 354-5651

### Complaint to the School District

- 1. Write Out Your Complaint:** In most cases, complaints must be filed within one year from the date of the incident or conduct that is the subject of the complaint. A complaint must be in writing. Be sure to describe the conduct or incident, explain why you believe discrimination, discriminatory harassment, or sexual harassment has taken place, and describe what actions you believe the district should take to resolve the problem. Send your written complaint—by mail, fax, email, or hand delivery—to the district superintendent or civil rights compliance coordinator.
- 2. School District Investigates Your Complaint:** Once the district receives your written complaint, the coordinator will give you a copy of the complaint procedure and make sure a prompt and thorough investigation takes place. The superintendent or designee will respond to you in writing within 30 calendar days—unless you agree on a different time period. If your complaint involves exceptional circumstances that demand a lengthier investigation, the district will notify you in writing to explain why staff need a time extension and the new date for their written response.
- 3. School District Responds to Your Complaint:** In its written response, the district will include a summary of the results of the investigation, a determination of whether or not the district failed to comply with civil rights laws, notification that you can appeal this determination, and any measures necessary to bring the district into compliance with civil rights laws. Corrective measures will be put into effect within 30 calendar days after this written response—unless you agree to a different time period.

**Appeal to the School District** If you disagree with the school district's decision, you may appeal to the school district's board of directors. You must file a notice of appeal in writing to the secretary of the school board within 10 calendar days after you received the school district's response to your complaint. The school board will schedule a hearing within 20 calendar days after they received your appeal, unless you agree on a different timeline. The school board will send you a written decision within 30 calendar days after the district received your notice of appeal. The school board's decision will include information about how to file a complaint with the Office of Superintendent of Public Instruction (OSPI).

## Harassment, Intimidation or Bullying (HIB)

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Washington State law prohibits harassment, intimidation, or bullying (HIB) in our schools. The law and Policy and Procedure 3207 defines harassment, intimidation or bullying as any intentionally written message or image— including those that are electronically transmitted— verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, including gender expression or identity, mental, physical or sensory handicap, or other distinguishing characteristics, when an act physically harms a student or damages the student’s property; has the effect of substantially interfering with a student’s education; is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment; or has the effect of substantially disrupting the orderly operation of the school. Schools are required to take action if students report they are being bullied, and any district staff member can take the report. Individuals who believe there has been a violation of policy are encouraged to contact their building administration or HIB/Student Civil Rights Officer, Jodi Harmon 354-7306. Further information and complaint forms can be found at [spokaneschools.org/nondiscrimination](http://spokaneschools.org/nondiscrimination).

## Unlawful Discrimination

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Allegations of discrimination should be reported to your child’s teacher or principal immediately. This will allow the school the opportunity to address your concerns and resolve the situation as soon as possible. Unlawful discrimination is the unfair or unequal treatment of a person or a group because they are part of a defined group, known as a protected class. Discrimination can occur when a person is treated differently, or denied access to programs, services or activities because they are part of a protected class. Discrimination can also occur when a school or school district fails to reasonably accommodate a student or employee’s disability. A protected class is a group of people who share common characteristics and are protected from discrimination and harassment by federal and state laws. Protected classes defined by Washington state law include: sex, race, color, religion, creed, national origin, disability, sexual orientation, gender expression or identity, honorably discharged veteran or military status, or the use of a trained dog guide or service animal. If you are unable to resolve your concerns with your child’s teacher or principal, contact Melanie Smith, Harassment, Intimidation, Bullying (HIB)/Student Civil Rights Officer, (509) 354-7284, [MelanieSm@spokaneschools.org](mailto:MelanieSm@spokaneschools.org) to discuss your concerns or to file a complaint. If you cannot resolve your concern with the school, you may wish to file a formal complaint with the school district. Procedure 3210 provides the procedure for filing a discrimination complaint. There are three (3) steps: Step 1: Complaint to School District Superintendent, Step 2: Appeal to the School Board, and Step 3: Complaint to OSPI. The instructions on how to follow these steps may be found at [k12.wa.us/policy-funding/equity-and-civil-rights/complaints-and-concerns-about-discrimination](http://k12.wa.us/policy-funding/equity-and-civil-rights/complaints-and-concerns-about-discrimination).

## Complaint to OSPI

If you do not agree with the school district’s appeal decision, state law provides the option to file a formal complaint with the Office of Superintendent of Public Instruction (OSPI). This is a separate complaint process that can take place if one of these two conditions has occurred: (1) you have completed the district’s complaint and appeal process, or (2) the district has not followed the complaint and appeal process correctly. You have 20 calendar days to file a complaint to OSPI from the day you received the decision on your appeal. You can send your written complaint to the Equity and Civil Rights Office at OSPI. You can do this in the following methods. · Email: [Equity@k12.wa.us](mailto:Equity@k12.wa.us) · Fax: 360.664.2967 · Mail or hand deliver: PO Box 47200, 600 Washington St. S.E., Olympia, WA 98504-7200

## Activities, Clubs, and Athletics

### Clubs/Activities

Archery Club .....	Linda Bushinski
Art Club.....	TBD
Astronomy.....	Patrick Daisley
Bands.....	Ben Brueggemeier
Bird Watching.....	Robin Crain
BSU (Black Student Union) .....	Pastor Shon Davis
Card Club .....	Ryan Lamb
Cheerleaders .....	Emily Schutz
Chess Club .....	Chad Burns
Choirs.....	Matthew Jones
Creative Writing Club .....	Ashley Jones
Cyber Patriots.....	TBA
Dance Team.....	Casandra Maher
Debate.....	Dan Sjolund
DECA.....	Cheryl Gould
Drama Club.....	Mary Cooper
Environmental Club .....	Robin Crain
FCCLA (Family, Career & Community Leaders of America) .....	Ashley Grow/Katie Jackson
Film Club.....	Donna Herold
Ferris Action Network.....	Cathy Dietrich
French Club.....	TBD
Gay-Straight Alliance .....	Renee Bogensberger
Hispanic Honor Society.....	Tamara Gower
HOSA (Health Occupation Students of America) ....	Jaime Smith
Japanese Club.....	Shiho Ogata
Leadership .....	Megan Harrison
Link Crew .....	Jennifer Goodin
Math Club.....	Tom Rye
National Honors Society.....	Sara Wilde
Orchestras .....	Chris Ehrlich
Photography Club.....	Tim Cox
ProStart Food Service .....	Ashley Grow
Recycling Club.....	Tim Carroll
Robotics.....	TBD
Science Club.....	Darci Hastings
Spanish Club .....	Tamara Gower
Special Athletes .....	Tim Carroll
Sports Med .....	Leah Graham
Stage Crew.....	Mary Cooper
Student Government (ASB) .....	Megan Harrison
Thesperados (Theater) .....	Mary Cooper
Washington Drug Free Youth (WDFY) .....	TBA
Writers Club.....	TBA
Yearbook (Exeter).....	Tim Cox
Senior Class Advisor.....	Emily Torres/Ashley Jones
Junior Class Advisor .....	TBA
Sophomore Class Advisor .....	TBA
Freshman Class Advisor .....	TBA

### Varsity Athletics

Baseball.....	Sam Brown
Basketball (B) .....	Sean Mallon
Basketball (G).....	Vince Grippi
Cross Country (B) .....	Tom Van Winkle
Cross Country (G).....	Julie Shogan
Football .....	Malik Roberson
Golf (B) .....	Ryan Lamb
Golf (G).....	Laurie Smith
Gymnastics.....	Arnetta Mitchell
Soccer (B) .....	Robin Crain
Soccer (G).....	Alex Bray
Softball .....	Linda Bushinski
Softball (Slow Pitch) .....	Linda Bushinski
Tennis (B) .....	Jim Utzinger
Tennis (G).....	Sara Wilde
Track (B) .....	TBD
Track (G).....	Katie Lefriec
Volleyball .....	Staci Hazelbaker
Wrestling.....	Larry Falcon
Certified Athletic Trainer.....	Madeline Elliott



